



**Neighborhood and Community Engagement Commission
Committee of the Whole DRAFT Notes**
Bryant Square Park, 3101 Bryant Avenue South

March 10, 2010
5:00 p.m. - 6:30 p.m.

NCEC CoW member attendees: Tony Anastasia, Doron Clark, David Crockett, Bill Helgeson, Mark Hinds, Ed Newman, Matt Perry, Karen Lee Rosar, Breanne Rothstein, Jeff Strand, Ami Thompson

NCEC CoW members absent: John Finlayson, Crystal Johnson, Melanie Majors, Marcea Mariani, Matt Massman

NCEC CoW staff: David Rubedor, Robert Thompson

Others present: Bob Cooper

Agenda Item	Content	Outcomes/Next Steps (Person Responsible)
1. Introduction & announcements (Informational)	<ul style="list-style-type: none">Anne Carroll has provided a draft Stakeholder Engagement Plan. Robert Thompson is filling gaps, will provide to group.Review and approval of notes. Notes will be posted online after they are agreed to by the group.Review of agenda: Matt Perry provided time frames for agenda.	Robert Thompson will provide stakeholder engagement plan to group.
2. New Program Principles (Discussion)	<ul style="list-style-type: none">Matt Perry provided background on Principles and Purposes discussion. After some discussion, the group decided that it would be better to discuss purposes of programs before principles.	The group agreed to complete identification of the principles of the new programs after the new program purposes were completed with the goal of having both purposes and principles completed by the end of March 2010.

<p>2. New Program Purposes (Discussion)</p>	<p>From Flip Charts:</p> <ul style="list-style-type: none"> • Impact City Decisions and Priorities • Identify and act on neighborhood priorities • Increase involvement • Facilitate two-way communication • Support capacity of neighborhoods: <ul style="list-style-type: none"> ◦ Providing a forum to gather input from residents and advancing neighborhood viewpoints on existing and proposed programs, policies, plans, projects and activities ◦ Informing and educating residents on pending issues and opportunities that affect them and their neighborhood ◦ Providing a forum to gather input from residents and advancing neighborhood viewpoints on existing and proposed programs, policies, plans, projects and activities • Have City enterprise embrace ground-up planning in daily work (e.g. deploy top managers to work with neighborhoods) • Neighborhood organizations continue to exist: <ul style="list-style-type: none"> ◦ support common goals ◦ work with city agencies on common goals ◦ evolve and improve neighborhood processes • Give neighbors a united voice through neighborhood association • Incentivize/reward neighborhoods that engage various communities. • Equip neighborhood organizations to engage (e.g. provide models) • Vehicle/venue for municipal information regarding city issues • Involve all demographic groups within the neighborhood in the work of the neighborhood organization • Generate new ideas to address current issues in creative ways • Convene and collaborate with partners 	<ul style="list-style-type: none"> • Attachment D from the Framework for the Future (December 2007) will be edited to reflect the neighborhood organization purposes identified through the group discussion. The City roles/responsibilities section will be left in as is. • Mark Hinds, Matt Perry, Ed Newman and Ami Thompson will do this editing work. • Additionally, the updated document will be provided for review by the group with the "homework" assignment to indicate for each purpose: <ol style="list-style-type: none"> 1. Whether neighborhood organization are the only ones currently meeting the purpose 2. Whether neighborhood organizations are really good at meeting the purpose
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	<p>(public and private) on projects</p> <ul style="list-style-type: none"> • Assist neighborhood w/reaching out and engaging <p>Brief discussion following brainstorming. What about when neighborhood goals conflict with City goals? Organize by themes or adopt structure from Framework? Purposes will evolve as program is developed and refined.</p>	
3. Educational Components (Discussion)	<ul style="list-style-type: none"> • Matt Perry presented proposed time line for educational components for the CoW that would help lead to development of workplan. Discussion on potential components: <ul style="list-style-type: none"> • Leadership development; • Community engagement models; • Community engagement at high levels; • Ways to develop, build, evaluate plans for using funds for engaging community – best practices; • Best practices for engaging under-represented communities 	<ul style="list-style-type: none"> • Mark Hinds, Matt Perry, Ed Newman, Jeff Strand and Ami Thompson will add to and refine the list of educational components and create a proposed schedule of when those elements will be discussed at upcoming NCEC CoW meetings. (These educational components are for informing CoW members; public educational efforts are not included as part of this task.) • The questions of who does the research and presentation for each of those educational elements will be determined after the contents and schedule is agreed to by the group.
4. Communication Plan	<ul style="list-style-type: none"> • Goal is to identify how to communicate outcomes of meetings to community. • 	<ul style="list-style-type: none"> • There was insufficient time to discuss the communication plan for the CoW other than to affirm the objective to be communicating the work and outcomes of the CoW to the public.

		<ul style="list-style-type: none"> • This topic will be discussed at the next CoW meeting.
5. Next Steps	<ul style="list-style-type: none"> • The group agreed that in order to stay on schedule per the Plan for a Plan, an additional meeting in March was warranted. • The Work Plan will be derived from the dates/activities of the stakeholder engagement plan, the educational schedule and the dates/activities of developing and documenting the new programs. • Discussion on feasibility of meeting the time line of program development outlined in the Plan for a Plan as well as the impact the compressed time frame might have on the product. It was noted that the Plan for a Plan includes discussion of an "Early Access" type funding mechanism. 	<ul style="list-style-type: none"> • Robert Thompson will create doodle to identify possible meeting dates for a second March CoW meeting. • Documents distributed at the meeting will be made available to CoW members and the public electronically. • Jeff Strand will work with Bob Cooper on the size and the gap of neighborhood organization funding for 1H 2011.